



Sacramento Metropolitan Fire District

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KURT P. HENKE
Fire Chief

BOARD OF DIRECTORS – ACTION SUMMARY Thursday, November 8, 2012 – 6:00 p.m.

City of Rancho Cordova City Hall-Council Chambers
2729 Prospect Park Drive
Rancho Cordova, California

CALL TO ORDER

The meeting was called to order by Vice President Kelly. Board Members present: Clark, Goold, Kelly, Monk, Newcomer, Orzalli, Pierson, Scheidegger. Director Jones, absent. Staff: Fire Chief Henke, Board Clerk Tilson, General Counsel Lavra.

PLEDGE TO FLAG

METRO CABLE 14 ANNOUNCEMENT

The open session meeting is videotaped for cablecast on Metro Cable 14. Replay on Saturday, November 10, 2012 at 1:00 PM and Monday, November 12, 2012 at 6:00 PM on Channel 14; Webcast at www.sacmetrofire.com.

The open session meetings are also available for viewing on the District website at www.metrofire.ca.gov

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA None

WITTMAN ENTERPRISES RE: CITIZEN'S COMPLAINT –

Assistant Chief Scott Clough introduced Corinne Wittman-Wong, CEO of Wittman Enterprises, the District's emergency medical services billing company. He stated she was here to address a citizen's complaint voiced at the September Board meeting. He pointed out that she has been a contractor and good partner with the District for over ten years and her company processes more than 36,000 of our bills annually with a very high satisfaction rate.

Corinne Wittman-Wong, CEO of Wittman Enterprises, appreciated the introduction but stated the fact of the matter was they failed Mrs. Julia Beck. Her company strives for 100% satisfaction and was built on customer service and extending empathy. They are moving forward to hopefully eliminate this from happening again in the future. She met individually with each of the representatives that worked on this account. They have made changes to processes and procedures and stressed that they train, teach, and have a top priority specifically in the case of a death to extend empathy, but in this case they obviously failed. She personally apologized directly to Mrs. Beck and to each member of the Board.

On behalf of the Board of Directors, Vice President Kelly expressed appreciation for her presence tonight and acknowledged the apology. He personally felt it was just a breakdown somewhere in the system and, with the help of our staff, it would be corrected.

CONSENT AGENDA:

1. **Board Meeting Action Summary – October 25, 2012**
2. **Disclosure of Material Expenditure – California Fire & Rescue Training Authority for 12-1 Recruit Academy Class -- \$70,013.66**

- **Board Action:**

Goold/Clark—Approve the Consent Agenda. Roll Call: Directors Clark, Goold, Kelly, Monk, Newcomer, Orzalli, Scheidegger, AYE. Director Pierson, abstained. Director Jones, absent. Motion passed.

ACTION ITEM(S):

1. **Amendment to Agreement for McClellan Airport Aircraft Rescue And Fire Fighting Services (ARFF) – (Henke)**

- A two-page staff report was submitted containing the background history of the existing contract with the United States Coast Guard for Aircraft Rescue Services at McClellan Air Force Base. As the economy has tightened, the Coast Guard is trying to reduce its cost and has requested a \$450,000 reduction in the price for ARFF services under the 2010 Coast Guard Agreement for Federal Fiscal Year 2012-2013. Metro Fire is able to offset \$150,000 of the requested reduction, with the County coming up with around \$300,000. The District and County have negotiated an amendment to the 2011 SMFD Agreement reducing the amount the County is required to pay SMFD under the 2011 SMFD Agreement for ARFF services for the Third Option Year by \$150,000.
- The amendment to the Agreement for a one-year extension is effective as of September 25, 2012.
- The District needs to seriously consider long-term options and look at alternative methodologies in discussions with the County starting in January.
- Staff recommended the Board approve the amendment to Attachment B of the Agreement and authorize the Board President to sign on behalf of the District.

- **Board Action:**
Newcomer/Clark— Approve the staff recommendation. Roll Call: Directors Clark, Goold, Kelly, Monk, Newcomer, Orzalli, Pierson, Scheidegger, AYE. Director Jones, absent. Motion passed.

2. Resolution No. 2012-102 – Industrial Disability Retirement – Retired Firefighter Michael Lewis—(Wells)

- Application filed with the Public Employees' Retirement System, effective December 1, 2011.
- Findings determine that the disability is a result of injury or disease arising out of and in the course of employment.
- Staff recommended adoption of the Resolution.
- **Board Action:**
Goold/Newcomer— Adopt the Resolution. Roll Call: Directors Clark, Goold, Kelly, Monk, Newcomer, Orzalli, Pierson, Scheidegger, AYE. Director Jones, absent. Motion passed.

PRESENTATION ITEM(S)

[Taken Out of Order]

1. Self-Inspection Program Summary—(Fire Marshal Ray Iverson)

- A 104-page Self-Inspection Program Summary was submitted with comprehensive background information on the process, to include the following:
- The self-inspection program was established by Ordinance No. 2012-02 on June 28, 2012, targeting businesses identified as low fire and occupancy risks. The District is required by the California Fire Code to conduct periodic inspections of all commercial occupancies (CFC Section 104.5, 2010 edition). In order to fulfill this requirement with the more than 20,000 business occupancies within the District, a program was developed.
- Beginning in the month of April 2012 a cost allocation study was conducted internally as well as by a third party, NBS Consultants, and the following determinations were made:
 - District fees had not increased in over three years
 - SMFD was 32% behind our direct comparison
 - Direct and indirect employee costs continued to increase.

- Prior to the program's implementation, the District met with its stakeholders from April to mid-June 2012, including but not limited to the Citrus Heights City Manager and Building Official, McClellan Business Park executives, the City of Rancho Cordova advisory team, various Chambers of Commerce groups including the Filipino and Hispanic Chambers, Sacramento Builders Exchange, Sacramento County Building and Inspection Division, and local Rotary Clubs. Lastly, after its implementation an official press release describing the program in detail was issued on July 3, 2012.

Formal presentations were made to the City of Rancho Cordova, City of Citrus Heights and the Sacramento Builders Exchange regarding proposed cost recovery programs as well as the new proposed Community Risk Reduction Division.

In accordance with Government Code 6066, a notice of public hearing was published in a local periodical (The Daily Recorder) for a period of two consecutive weeks.

On June 28, 2012, the SMFD Board of Directors approved the amendment to the 2009 fee schedule and the billing service agreement with Fire Recovery USA.

Approximately 10,000 small businesses qualify for this program. Big companies are required to have a uniformed inspection. The fee is as low as \$91 versus the full inspection fee of \$182. Therefore, the financial benefit is a projected 35% savings over three years. It is important to note that the self-inspection program is only one of several initiatives as part of our cost-recovery program. There is also the enhanced plan review fee schedule and fire code permits. As part of the business education process regarding this new self-inspection program, businesses received correspondence from the Office of the Fire Marshal fully explaining the program.

Statistics show that over 80% of businesses that experience a fire never recover. In our Fire District alone, annual losses due to fire exceed \$10 million per year. By establishing our Community Risk Reduction Division and developing innovative programs such as the business self-inspection program, the risk of fires and life safety emergencies to the citizens we serve will be reduced.

- Director Scheidegger thanked Fire Marshal Iverson for his presentation tonight. He received a significant number of contacts and the citizens who have contacted him are getting their concerns allayed.

- Director Pierson stated he fully supports the program. This is part of our due diligence to keep citizens safe and appreciated the time staff put into this project which is a benefit to the businesses.
- Director Goold stated we have had comments and questions from small business owners. This is not a new fee and these inspections are mandated by law. He stated the report reflected other cities that have gone down this path. It would be good to look at data from these other cities to track the number of fires there have been in small businesses before and after the inception of this program to support the cost-effectiveness of the inspections.

Fire Chief Henke stated we are trying to meet that goal by building systems for data collection and analysis in order to answer questions accurately from the business owners and citizens.

- In response to the question of opting out of the self-inspection, Fire Chief Henke stated 30% more than expected have opted out and want to pay the higher price of \$182 for an inspector to come out and do the inspection.
- In response to Director Orzalli, it was noted that a complete summary of the self-inspection program was on the District website.
- Director Monk stated he had some citizen comments and gave them the contact phone numbers for Fire Recovery USA and the Community Risk Reduction Division for information. They were extremely impressed with the short amount of time taken to respond back to them and with the customer service.

PRESIDENT'S REPORT—(Jones) None

FIRE CHIEF'S REPORT—(Fire Chief Henke)

- An update on the California Emergency Management Agency Exercise Simulation Center was given. The District was awarded a grant by Cal EMA to set up a state-of-the-art Exercise and Simulation Center as an educational program. The business plan for this has been completed and will be submitted to the Secretary of Cal EMA tomorrow. A meeting is scheduled for December 3, 2012. This Simulation Center Business Plan demonstrates that just one exercise will save the State of California \$800,000 versus what they do today. It also offers the opportunity to train our people and others throughout the United States. Working towards completion of this project and anticipate about a six-month process to do the tenant improvements to the building.

- District offices will be closed on Monday, November 12 in observance of Veteran's Day. Hats off to all our great veterans for the job they have done for the country.
- November 4, 2012 – attended the California Regional Fire Academy Class 18 graduation.
- Held WebEx meetings.
- November 8, 2012 – League of Cities monthly conference call.
- November 9, 2012 @ 7:00 p.m. – Staff will attend the Annual State of the City Address for Rancho Cordova.
- November 10, 2012 – Station 32 Open House – 10 a.m. – 12 Noon.
- November 17, 2012 @ 6 p.m. – Dean Baker Memorial Crab Feed at St. John Vianney Parish

Retirements:

November 1, 2012 - Captain Chris Mitchell – 29 years
Firefighter Danny Naillon – 24 years
Captain John Murakami – 27 years

November 2, 2012 - Captain Dano McGinn – 32 years

November 6, 2012 - Fire Inspector Allyson Warr – 29 years

Promotions:

November 1, 2012 - Captain J. D. Mackenzie
Captain Shani Cornell

November 2, 2012 - Captain Jon Rudnicki

Reinstatements:

November 5, 2012 - Chrishana Fields, Fire Inspector II

Tactical Emergency Medical Support (TEMS) –

Deputy Chief Scott Cockrum gave a briefing on the TEMS operations. Over the last six months, the TEMS officers were deployed 33 different times. Right now we are representing the Sacramento Office of the FBI, Citrus Heights Police Department, and the Sacramento Sheriff's Department. Both the Citrus Heights Police Department and the Sacramento Sheriff's Department each sponsor one person per year to attend the training which includes \$3,000 apiece for tuition, room and board, ammunition and everything they need to participate in the Palm Springs area. Two members just concluded the training last week. Today we participated with the FBI in the conclusion of a large scale two-year investigation in the Sacramento region related to the Arcanos gang. We were involved from the beginning in the entire planning stage of the medical direction of this operation in case one of their officers or a suspect was injured. A significant cache of weapons, drugs, and money were found which adds to the danger. Our helicopter was also staffed at the Cal Expo command post for rapid response and removal of any injured operators. We had two medics participating. We

have become a significant partner with all of our law enforcement agencies including the Federal agencies which is not common throughout the United States.

Fire Chief Henke stated the Tactical Emergency Medics are firefighter/paramedic volunteers who go in unarmed with the armed FBI and SWAT teams on the front line to render medical aid. You have to take your hats off to them.

- Wished everyone a Happy Thanksgiving.

OPERATIONS REPORT –Deputy Chief Chris Holbrook

EMS –

Statistics since the last Board meeting:

- AMR & Metro – 2,384 dispatches – transported 71.8% of the time.

Fire Incidents –

- 6 structure fires since the last meeting.

Sacramento Regional All Incident Tactical Team

On November 15, 2012, the Team will shadow behind and mentor the Sacramento County Public Health in “Operation Escape.” This is a simulated earthquake exercise in the Bay area where 100 patients will be transported via a C130 to Mather Air Force Base for patient redistribution. There is a State plan that says patient redistribution is a public health issue; however, Public Health does not do that in Sacramento County. Metro’s All Hazard Incident Management Team was standing behind them to guide and mentor them through this process.

Public Information Officers –

Interviews were held this week and expect to fill the positions within the next ten days. This will relieve the immense pressure on Michelle Eidam who has been doing the job of five herself. She had a shoulder injury and came into Administration a few months ago and has been doing a great job. Look forward to getting her some assistance.

Fire Chief Henke stated these are existing personnel who will fill these roles as needed, with no new positions.

GENERAL COUNSEL’S REPORT – General Counsel Lavra

None

COMMITTEE AND DELEGATE REPORTS:**Executive Committee—(President Jones)**

- Next Meeting: TBD

Communications Center—(DC Cockrum)

- Next Meeting: November 27, 2012, 2012 – 9:00 AM – CANCELED
- December 11, 2012 – 9:00 AM Special Meeting
Cosumnes CSD Board Chambers
8820 Elk Grove Boulevard
Elk Grove, CA

California Fire & Rescue Training Authority—(Kelly)

- Reported on last Tuesday's meeting. Discussed the perimeter fence funding at Zinfandel; equitable distribution and determination of assets from the Super JPA; Zinfandel project is expanding; paramedic training underway.
- Next Meeting: February 27, 2013 – 10:00 AM
Location: California Emergency Management Agency
3650 Schriever Avenue
Mather, CA

Finance Committee—(Monk)

- Met this evening. Received updates on September financial reports; medic cost recovery; two new grant applications – SAFER and AFG for \$6.1 million.
- Next Meeting: December 13, 2012 – 5:00 PM

Policy Committee—(Orzalli)

- No set meeting.

BOARD MEMBER QUESTIONS AND COMMENTS:**Board Members:**

- Wished everyone a Happy Thanksgiving.
- Thanked staff for their reports.

Scheidegger:

- The annual audit is starting as reported by our Chief Financial Officer. Appreciated the efforts of the Finance Division.
- Open House at Station 32 is November 10. Encouraged everyone and those in Fair Oaks to attend.
- Thanked Fire Marshal Iverson for his work in the self-inspection program. It will be a good program in a cost-effective manner providing more safety to our community.

Clark:

- Thanked each and every veteran out there in the community for their service and sacrifice. We are grateful for our freedom and it is due to our veterans going out and putting their lives on the line.

Goold:

- Look forward to seeing the leadership on this Airport Master Plan. Thinks Metro will have a key function as we provide that service today. Thanked Captain Evers for his participation. As soon as he got off his event this morning, he turned right around and worked with some paramedic students. Seeing a tactical paramedic standing there in turnouts got them excited about their futures.
- Thanked Assistant Chief Scott Clough for his leadership and on behalf of Mrs. Beck. We heard some hard things a couple months ago about what happens to someone on the death of a loved one. Mrs. Beck was appreciative and understood that the men and women of this agency continue to perform at the highest levels and this is not a reflection on them.

Monk:

- Echoed the comments of fellow directors in honoring the veterans.
- Congratulated Chris Mitchell on his retirement. He worked with him for quite a while in the Arson Unit. Wished him well in future endeavors.
- Thanked staff on their continued great efforts on behalf of the District and the Finance personnel for their excellent reports on the budget.
- It was nice to see Ms. Wittman-Wong here representing her company and her attitude towards an error. Glad she stepped forward to make the corrections and apologies to Mrs. Beck.

Pierson:

- Pointed out that we seldom mention one division. There are a number of structure fires and fortunately we have very few deaths and injuries to our men and women that serve in this department. We get reports from our citizens that our people are professional and well-trained and that is a credit to our Training Division. He thanked the Training Division for their hard work in keeping the injury and death rate low.
- He echoed the statements of Director Clark. None of us would have this freedom without the sacrifice of the men and women in the armed services.

Newcomer:

- Congratulated the personnel promoted, reinstated, and the retirees.
- Tonight is his last Board meeting. He thanked each and every one of the Directors for his appointment and the pleasure of working with them, the Fire District, and the community. It has been a rewarding experience. He would like to see better economic times for us so more things can be accomplished in a happier environment but that is not the case right now.
- He has been asked if he would like to sit on the Sacramento Metro Public Safety Foundation and he expressed his interest.

- Thanked everyone in the District for the job they do every day.

Orzalli:

- Expressed appreciation to the Fire Chief and staff for their work with the County on the issues of the Coast Guard at McClellan. We have stepped up to do what we can do to make this work. This is an important economic development issue for Sacramento County and the McClellan community.
- Thanked Deputy Chief Cockrum for his work on the website. It provides information immediately and clearly and he appreciated the efforts.
- Expressed his appreciation to the communities and their support for San Juan District's Measure N, a bond initiative for their facilities. The support of new facilities for schools is not only important to the students but also to the Sacramento Metro Fire men and women who might be called to emergencies in old and dilapidated structures.

Kelly:

- Expressed his thanks to Mr. Newcomer for serving in the position of Director for Division 4. It has been a pleasure serving with him and was sad to see him go.

CLOSED SESSION 6:40 PM**RECONVENE TO OPEN SESSION 6:52 PM**

[Taken Out of Order]

Report by General Counsel Lavra:

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – (DC Wells)

Pursuant to California Government Code Section 54956.9(a) – One (1) case of Industrial Disability Retirement

Michael Lewis and the Sacramento Metropolitan Fire District
Claim #SMDG-543101 & SMDH-547604

No action was taken. The Resolution will be considered in open session under Action Item No. 2.

ADJOURNMENT –The meeting was adjourned at 7:22 p.m.

Gay Jones, President

Randy Orzalli, Secretary

Charlotte Tilson, Clerk of the Board